

**Summary of the
ELAB PBMS Workgroup Teleconference
October 20, 1998**

The Performance Based Measurement Systems (PBMS) workgroup of the Environmental Laboratory Advisory Board (ELAB) convened by teleconference on October 20, 1998, at 1 pm. The meeting was led by its chair, Mr. Jerry Parr. Action items are given in Attachment A. The list of participants is given in Attachment B. *The purpose of this meeting was to begin review of the implementation plans of EPA's Office of Air and Radiation (OAR).*

INTRODUCTION

Mr. Parr opened the meeting by asking if there were any additional comments from members of the workgroup on the current revisions to the list of Key Elements of a PBMS system which Mr. Parr had distributed previously.

APPROACH TO REVIEW OF PBMS IMPLEMENTATION PLANS

Discussion began regarding how to (operationally) compare the OAR plan with the Key Elements. Further discussion indicated that the four EPA offices who have submitted Implementation Plans are in the process of comparing their plans with the original 6 goals of PBMS. It was suggested since EPA staff were already evaluating their plans against specified criteria, that a preliminary draft of the Key Elements might be offered to these offices for their use to both refine the Key Elements and to offer insights into the Plans themselves.

Since this workgroup has not yet transmitted its report to ELAB for its consideration, the Key Elements are still a preliminary draft document. Mr. Parr agreed to review the progress of this workgroup with the Chair of ELAB, Mr. Wilson Hershey, and request his counsel on appropriate next steps.

Ms. Autry offered to serve as liaison with EPA staff from various offices with whom she is working on Implementation Plan development. Additionally, it was suggested that in a future teleconference, that these staff be invited to participate to share questions or findings with this workgroup.

ADDITIONAL ISSUES

Further discussion moved to the possibility that this workgroup should consider how EPA might address the Key Issues, and how NELAC might respond to changes resulting from EPA's adoption of PBMS.

Additionally, it was suggested that illustrative application of the PBMS approach to modifications of existing methods would be helpful, particularly if both an inorganic and organic method could be chosen. Another issue that was identified as pivotal in the successful implementation of the PBMS approach is the availability of suitable reference materials (analytes, matrices) by which to validate any new method. It was noted that international agencies (other than NIST) list reference materials. It was also suggested that it would be helpful if an acceptable procedure were made available for generating a reference material where none can be readily be obtained. Mr. Parr offered to query some of his professional contacts to identify possible avenues in this area.

Another issue of importance will be the responsibilities of NELAC accrediting authorities under PBMS implementation.

NEXT MEETING

The next meeting is scheduled for November 5, 1998.

ACTION ITEMS
ELAB PBM Workgroup Teleconference
October 20, 1998

No.	Action	Date to be Completed
1	Mr. Parr will discuss the progress of this workgroup with Mr. Hershey.	
2	Ms. Autrey will forward copies of the current preliminary draft Key Elements to appropriate EPA staff who are working on their implementation plans.	
3	Mr. Parr will query his professional contacts to identify possible avenues for obtaining and/or generating acceptable reference materials.	
4	Mr. Parr will prepare a case study, inorganic & organic methods, to review how the proposed Key Elements can be applied.	

PARTICIPANTS
ELAB PBMS Workgroup Teleconference
September 22, `1998

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